NU-SET®

Smart-Box™ Series

Electronic Lockbox User Manual

Model: 7010, 7060

www.nuset.com

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December 2012

Important Notice

Before using the unit, please read this user manual carefully and test all functions thoroughly by following the instructions in this manual.

- This product is designed for a working voltage of 6V only. Any attempt to input a larger voltage will result in irreversible damages which are not covered by warranty.
- To maximize the lifespan of the battery and to conserve energy, please keep the unit in the “lock” position when not in use.
- Keep the unit from forceful impacts.
- Do not submerge unit into water.
- If the Smart-Box has been left idle for a long period of time (with or without the batteries), please re-program the unit before use.
- Smart-Box should be used/operated in an upright position for optimum weatherability.
- All rubber sealed parts must be kept completely shut to keep Smart-Box in a weather resistant condition.
- Always keep the interior of Smart-Box completely dry. Before closing the unit, clean up any form of moisture accumulated inside the vault while Smart-Box was opened.

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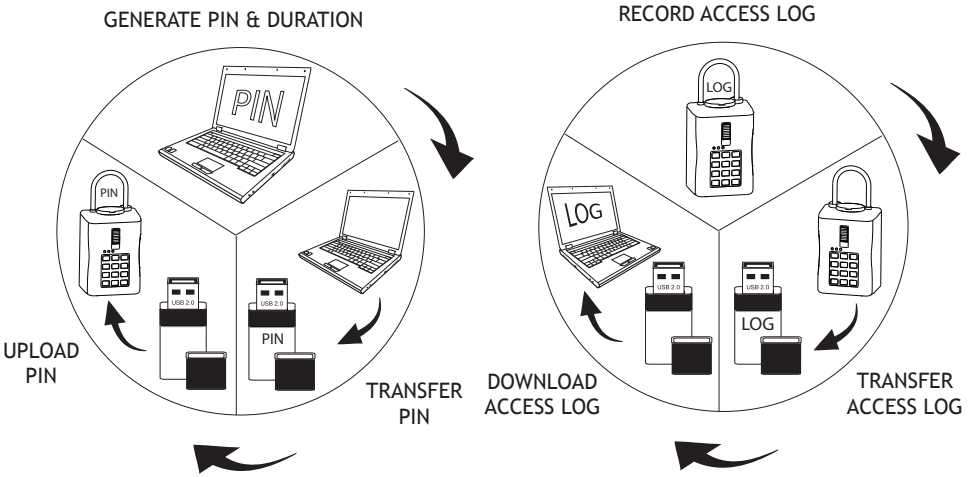
Introduction

Thank you for purchasing the NU-SET® Smart-Box™ Series electronic lockbox. To get your lockbox ready, please read this manual thoroughly. Should you experience technical difficulties using our products, please call our customer support at 1-800-606-8738 for assistance.

Items Included

- ✔ Electronic Lockbox
- ✔ USB Flash Drive (with Application and User Manual)
- ✔ 4x AA Battery
- ✔ Reset Tool (7010 Model Only)
- ✔ Mounting Screws (7060 Model Only)
- ✔ Battery Holder (Optional)

How it Works



System Requirement

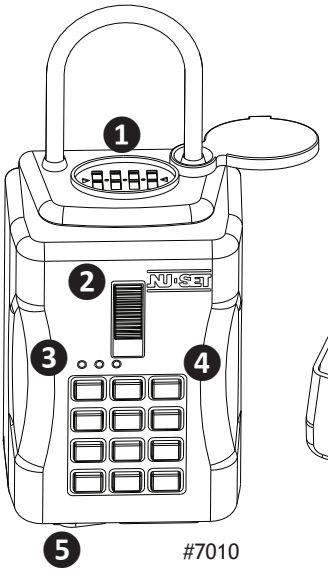
Computer running Windows XP, Vista, Windows 7, Windows 8, or Mac OS X with Java installed
USB port
4x AA-Battery (Included)

Battery Life

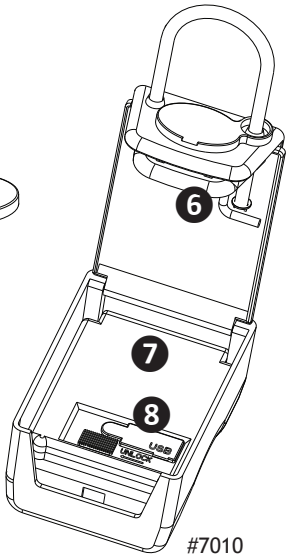
Smart-Box Series lockbox requires 4 AA-Battery to run. Each set of fresh battery can standby for up to 500 days. If the batteries are drained or the lockbox cannot open using valid access code, it will require an external power source to unlock. Locate the power inlet at the bottom of the lockbox, plug in the battery pre-loaded battery holder (sold separately) and turn on the ON/OFF switch to power up.

Hardware Interface

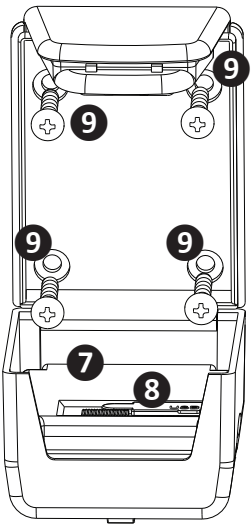
■ Smart-Box Layout



#7010



#7010



#7060

❶ **Combination Locking Shackle (7010 Model Only)**

A 4-number combination lock which protects lock box from unauthorized removal.

❷ **Sliding Lever Lock**

Battery powered lever lock. Slide up ↑to lock and slide down ↓to unlock

❸ **LED Indicator**

3 different color LEDs represent lockbox working status.

- **Red LED means access denied or errors occurred.**
- **Orange LED means lockbox is busy processing data.**
- **Green LED means access granted or process completed.**

❹ **Keypad**

12-Button keypad used to enter access codes and passwords.

❺ **External Power Inlet**

Allow an external power source if internal batteries are drained.

❻ **Resettable Shackle Combination**

A hidden lock for resetting shackle combination

❼ **Battery Compartment**

A battery holder for 4x AA batteries.

❽ **USB Port**

Allow an USB device to program lockbox or to download access log from memory.

❾ **Mounting Holes (7060 Model Only)**

Allow screws to pass through and to mount the lockbox.

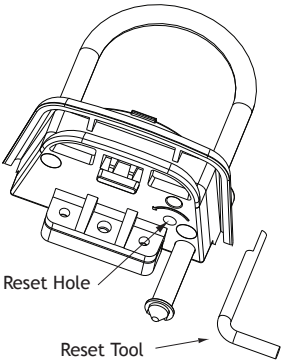
Installing Batteries

1. Unpack the lockbox package and its components.
2. The lockbox is shipped unlocked. Simply slide down the gold lever to open the vault.
3. Unlock and remove the battery compartment cover by sliding the black lever to the right.
4. Install 4x AA-battery included. The bottom (-) side of the battery should sit on the spring.
5. Once the batteries are installed, all 3 color LED will flash.
6. Replace and lock the battery compartment cover by sliding the black lever to the left.

ⓘ Refer to the software session on how to setup the owner passwords and to define the user access codes.

Locking & Unlocking Shackle (7010 Model Only)

1. To unlock the shackle, simply roll the dials to the last preset combination and lift the shackle. (Factory preset '0000')
2. To lock, simply push the shackle down into locked position and scramble the dials on top of the vault.

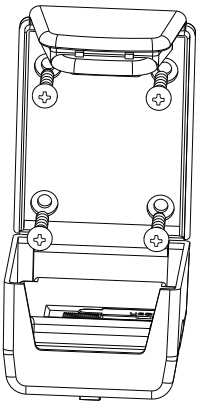


Changing Shackle Combination (7010 Model Only)

1. Lift and swing the top vinyl cover away from the shackle.
2. Roll the dials to the last combination set.
3. Insert the included "Reset Tool" into the hidden hole located inside the vault under the shackle lock.
4. Insert the reset tool so that the tail points to a "3 o'clock" position. Turn the tool counterclockwise until the tail points to a 10 o'clock position. (i.e. make a 75° turn counterclockwise.)
5. Roll the dials one at a time to set a new 4-number shackle combination.
6. Turn the reset tool back to the starting position and remove it from the lock.

✍ The factory preset shackle combination is '0000'. Record the new shackle combination to prevent lost of the new combination.

Mounting Wall-Mount Lockbox (7060 Model Only)



1. Remove the Smart-Box from packaging.
2. Position the Smart-Box on desired surface area.
3. Use the level to verify that Smart-Box is in a vertical position and mark the screw holes on surface.
4. Remove the Smart-Box and drill holes. Use a hammer to install anchors if necessary.
5. Position the Smart-Box over drilled holes and tighten all screws.
6. Secure vault by sliding up the gold lever to the lock position.

Setting Up the Smart-Box™

⚠ Always perform the setup as a member of the Administration group.

■ Saving the Application

❶ Locate the “NU-SET Smart-Box” folder, click and drag the whole folder onto the local drive (for Windows) or onto the Applications folder (for Mac OS X). When complete, the following folder should be visible.
Windows: **“C:\NU-SET Smart-Box”**
Mac OS X: **“/Applications/NU-SET Smart-Box”**

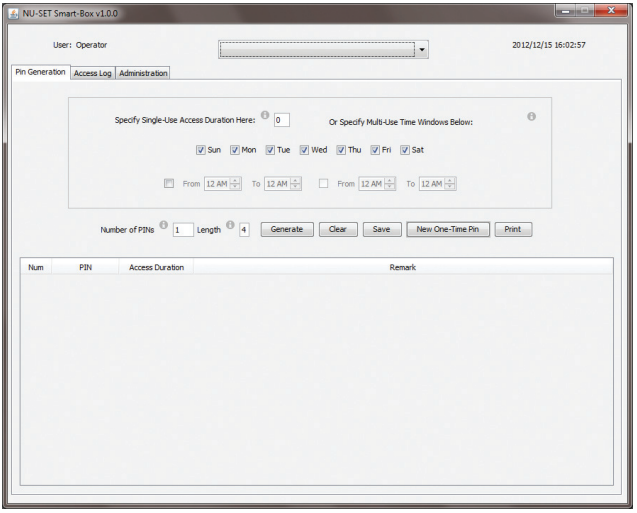
ⓘ Inside the folder, there is a “Smart-Box.jar” file and a “DB” directory. Always keep them together in the same folder.

❷ Double click on the “Smart-Box.jar” file to run the application.

ⓘ If nothing happens after double clicking on the Smart-Box file, the computer may not have Java installed. In that case, simply click on the following link, and follow the on-screen instructions to install Java onto the computer. Relaunch the Smart-Box application when done. (Java install files can also be found in the included USB drive).

http://java.com/en/download/installed.jsp?detect=jre&try=1

❸ The NU-SET Smart-Box application will now appear on your screen.



■ Registering Smart-Box onto Application

ⓘ The Smart-Box is serial number specific, thus it is necessary to register each new Smart-Box onto the application before programming. This can be done easily by first importing the access log from the new Smart-Box.

❶ Insert the included USB drive into the USB port located inside the battery compartment.

❷ Enter the last 8-digit **Report Password** followed by the [Enter] button. If the password is incorrect, the red LED will flash once with 3 short beeps. A green LED indicates that the correct password is entered.

❸ After the green LED, the orange LED flashes and the download process will begin.
The overall process may take up to 1 minute to complete (depending on the size of the log).

❹ Once download is complete, the green LED will flash once with a long beep.

ⓘ Refer to “Using the Smart-Box” section on how to retrieve and read the Access Log .

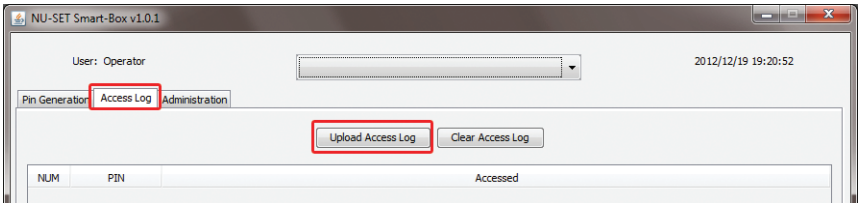
SAMPLE

Objective: Download access log to USB device using Report Password, 33333333.

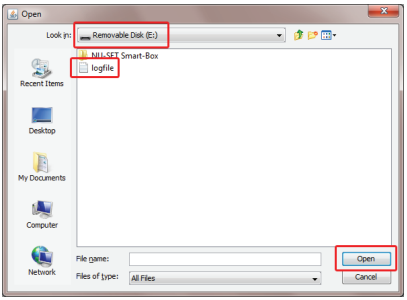
✍ The 8-digit manufacturer report password is preset to '33333333'. Refer to the "Changing Owner Password" section to reset a new Report Password.

❺ Unplug the USB drive from the Smart-Box and plug into the computer’s USB port. The computer should recognize the USB drive automatically and assign a drive letter (i.e., E:\).

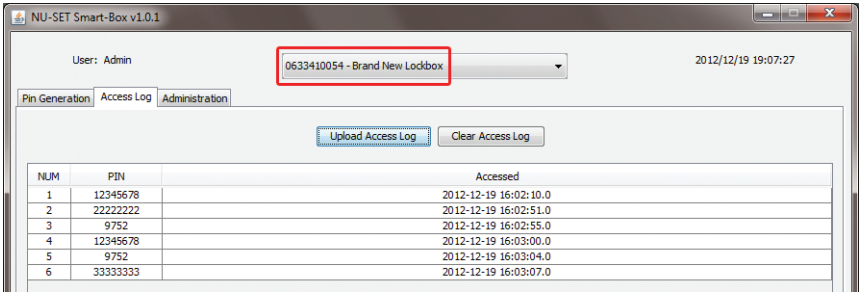
❻ On the application window, click on the “Access Log” tab, and click on the “Upload Access Log” button.



❼ When the “Open” window pops up, select the USB drive from the drop down list, click on the file named “logfile”, and click “open”.

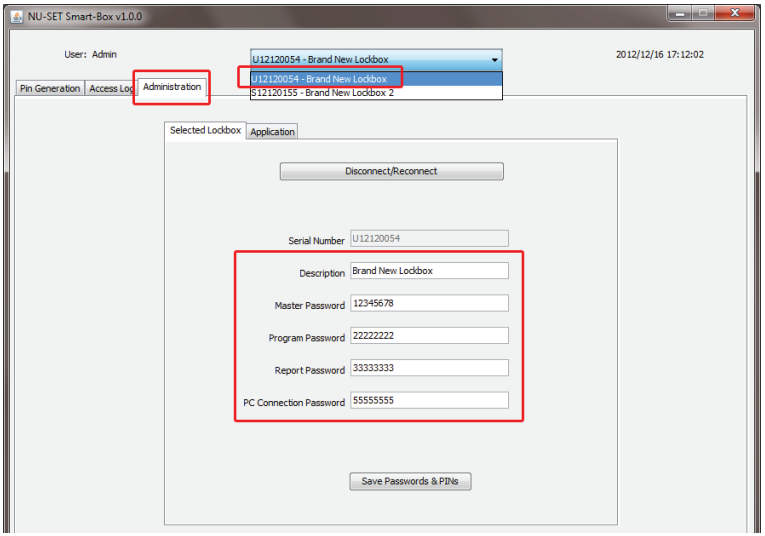


❽ The serial number of the new Smart-Box will be displayed at the top drop-down list.



Changing Owner Password

❶ Click on the “Administration” tab on the application and select a Smart-Box from the top drop-down list (if more than 1 Smart-Box is registered) to edit.



To change a field, simply overwrite the existing text with new ones in the appropriate box.

✍ **Description** Use this field to identify the lockbox, i.e., the address of the Smart-Box.

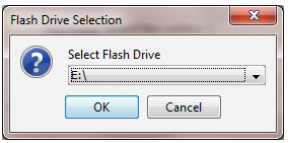
✍ **Master password** has unlimited access to the lockbox. This password will work even if all PINs expired. This code must be 8 digits. The default master password is '12345678'.

✍ **Program password** enables users to upload PINs and date/time information from the USB device to the lockbox. This code must be 8 digits. The default program password is '22222222'.

✍ **Report password** enables users to download access logs from the lockbox to the USB device. This code must be 8 digits. The default report password is '33333333'.

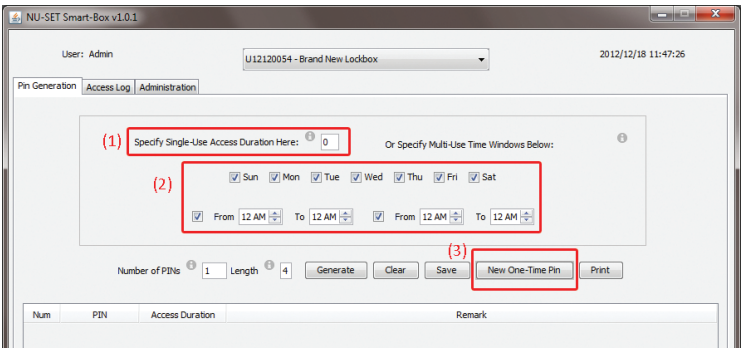
✍ **PC connection password** enables a direct connection between Smart-Box and PC. This is for advance setup and troubleshooting only. For security, please change this code before use.

⚠ For security reason, users are strongly encouraged to change all of the above passwords before using the lockbox. Click “Save Password & PINs” at the bottom of the screen and click “OK” to save a copy of the pin file to the USB flash drive.

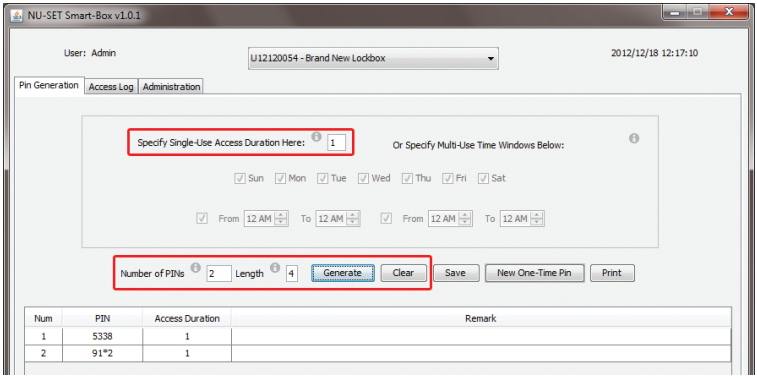


■ Setting Up Access PIN

ⓘ The Smart-Box application can generate 3 types of PINs: (1) PINs by duration, (2) PINs by weekday and time, and (3) remote access one-time PINs.



❶ Generating PINs by Duration



a. Enter Access Duration for the PINs (from “0” to “999”). "0" is for unlimited access. "1" means the PIN will be valid for 1 hour after its initial use.

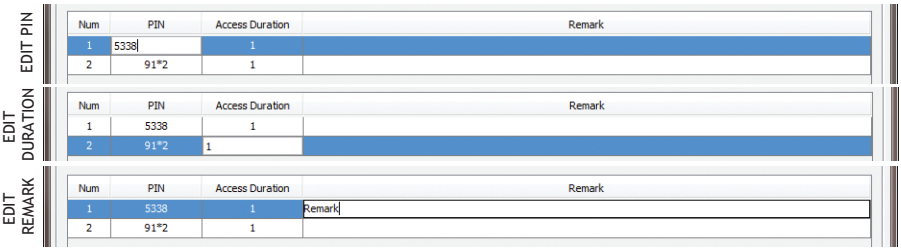
b. Enter Number of PINs to be generated. Lockbox Manager may create up to 500 codes.

c. Enter the Length (number of digits) for the PINs (from 4 to 6).

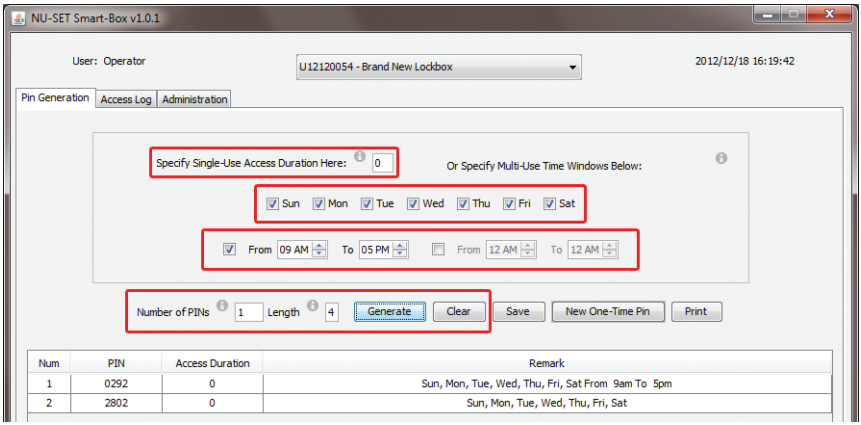
d. Click the [GENERATE] button to generate PINs based on your setting.

e. Click the [CLEAR] button to delete all PINs generated.

f. To edit **PIN, Access Duration or Remark,** click the corresponding cell to enter new data. Hit the **ENTER** key on keyboard to save.



❷ Generating PINs by Weekday and Time



a. Enter “0” in Access Duration to activate weekday & time window PIN programming.

b. Select the days in which the PINs are to be valid.

c. If no time restriction is needed, leave the time window checkboxes unchecked. If a time window (PINs will only work within this time) is needed, check the 1st time window on the left and select the start and end time. If a 2nd time window is needed, check the 2nd time window on the right and select the 2nd start and end time.

d. Enter the Number of PINs to be generated, and select the PIN Length (# of digits).

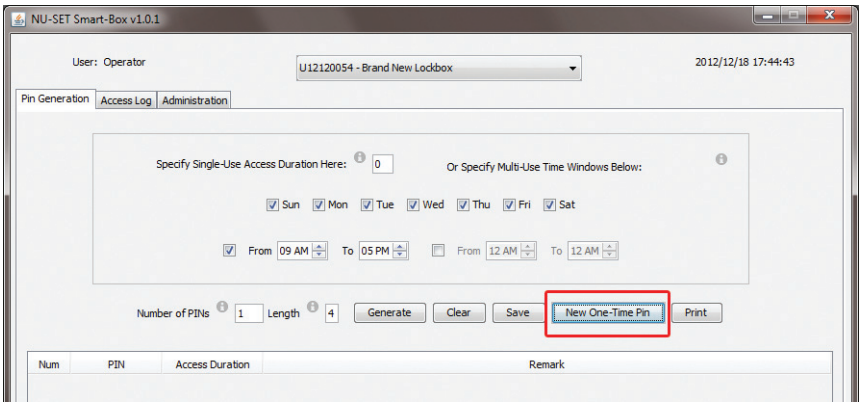
e. Click the [GENERATE] button to generate PINs based on your setting.

f. Click the [CLEAR] button to delete all PINs generated.

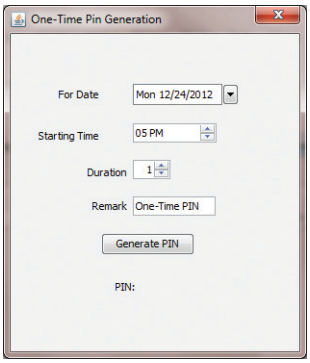
g. To edit **PIN, Access Duration or Remark,** click the corresponding cell to enter new data. Hit the **ENTER** key on keyboard to save.

❸ Generating One Time PINs

⚠ One Time PINs do not need to be saved or programmed to the Smart-Box. They can be generated (as soon as the Smart-Box is properly set up) remotely and are 8-digit in length.



a. Click on the [New One-Time Pin] button on the application. A new window will appear.



b. Select a date from the drop down calendar in which access is allowed.

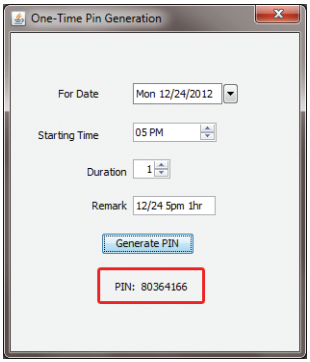
c. Select the starting time for the new one time PIN.

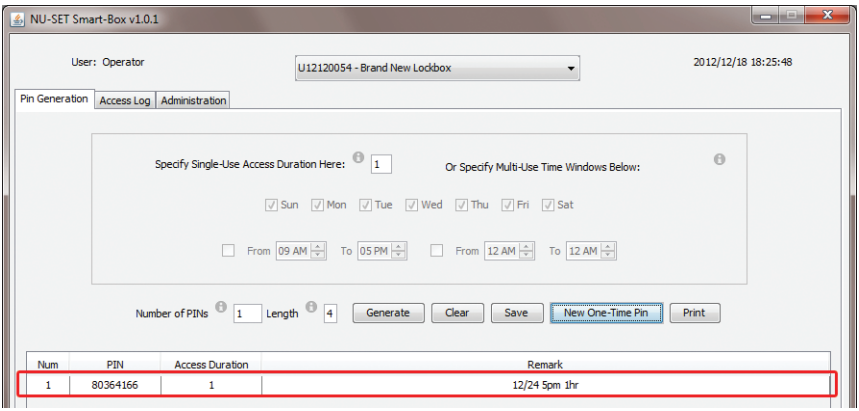
d. Enter a duration for the PIN (1 to 10). If the starting time is 5pm, and the duration is 1 hour, the one time PIN will work between 5pm and 6pm on the selected date.

e. Enter a remark in the Remark field.

f. Click the [GENERATE PIN] button to generate the one time PIN.

g. The one time PIN appears at the bottom, as well as on the main application screen.

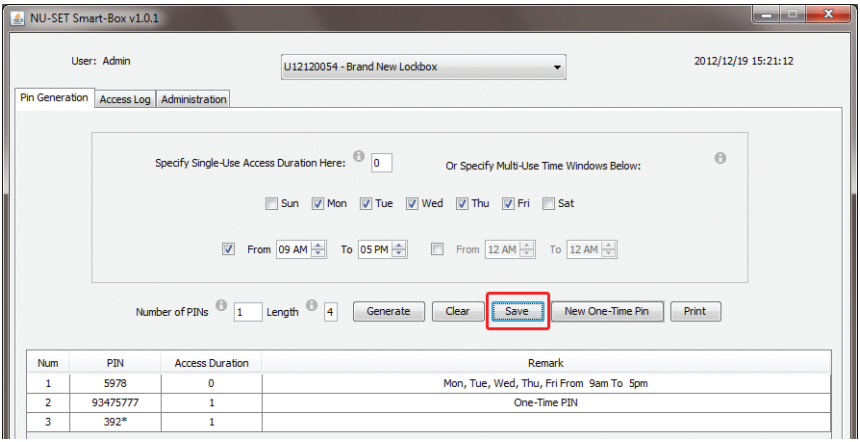




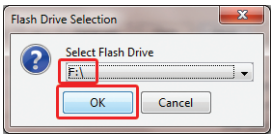
■ Saving PIN

❶ Be sure the USB flash drive that will be used to program the Smart-Box is connected to the computer.

❷ Click the [Save] button.



❸ Select the USB flash drive from the drop down list and press [OK].



■ Programming PIN to Lockbox

⚠ Smart-Box functions are time-sensitive, please program the lockbox immediately after saving PINs onto the USB flash drive in order to minimize time lost.

❶ Insert the USB flash drive into the USB port located inside the lockbox battery compartment.

❷ Enter the last 8-digit **Program Password** followed by the [Enter] button. If the password is incorrect, the red LED will flash once with 3 short beeps. A green LED indicates that the correct password is entered.

❸ After the green LED, the orange LED will begin flashing and the programming process will begin. If program data is not found in the USB drive, the process will be aborted and the red LED will flash once along with 3 short beeps.

❹ Once the process is complete, the green LED will flash once with a long beep.

⚠ To prevent accidental lock up, always test the combination before locking the vault. Push the sliding lever up without actually closing the vault, and follow the “Locking & Unlocking Lockbox” instruction in the next section.

SAMPLE

Objective: Program and transfer PINs to lockbox using Program Password 22222222.

✍ The 8-digit manufacturer program password is preset to '22222222'. Refer to the "Changing Owner Password" section to reset a new Program Password.

Locking & Unlocking Lockbox

❶ To lock the Smart-Box, simply close the vault and push the sliding lever up. All 3 LEDs will flash and the lockbox will be locked.

❷ Enter a preprogrammed PIN or password using the keypad followed by the [Enter] button.

❸ If the PIN is correct, the green LED will flash once along with a long beep.
If the PIN is incorrect, the red LED will flash once with 3 short beep.

❹ Open the vault within 8 seconds by sliding the gold lever down. The vault will be locked automatically after 8 seconds.

SAMPLE

Objective: Gain access to lockbox using master password, 12345678

The 8-digit manufacturer master password is preset to '12345678'. Refer to the "Changing Owner Password" section to reset a new Master Password.

If the lockbox cannot be locked or opened (using the correct PIN), press the [Enter] button repeatedly. If the yellow LED flashes consistently, the batteries are low and would need to be replaced.

Downloading Access Log to USB Flash Drive

❶ Insert the USB flash drive into the USB port located inside the battery compartment.

❷ Enter the last 8-digit **Report Password** followed by the [Enter] button. If the password is incorrect, the red LED will flash once with 3 short beeps. A green LED indicates that the correct password is entered.

❸ After the green LED, the orange LED flashes and the download process will begin.
The overall process may take up to 1 minute to complete (depending on the size of the log).

❹ Once download is complete, the green LED will flash once with a long beep.

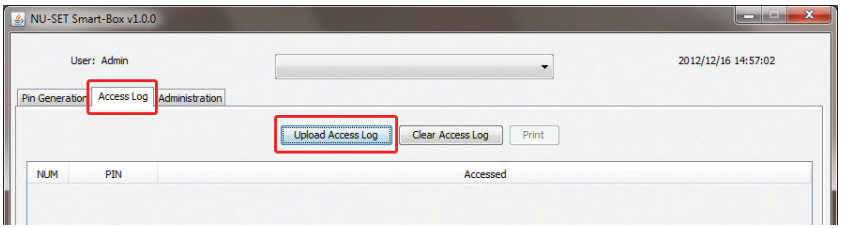
SAMPLE

Objective: Download access log to USB device using Report Password, 33333333.

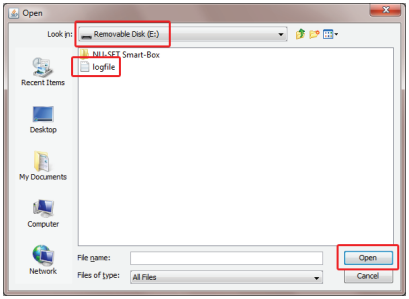
The 8-digit manufacturer report password is preset to '33333333'. Refer to the "Changing Owner Password" section to reset a new Report Password.

❺ Unplug the USB drive from the Smart-Box and plug into the computer's USB port. The computer should recognize the USB drive automatically and assign a drive letter (i.e., E:\).

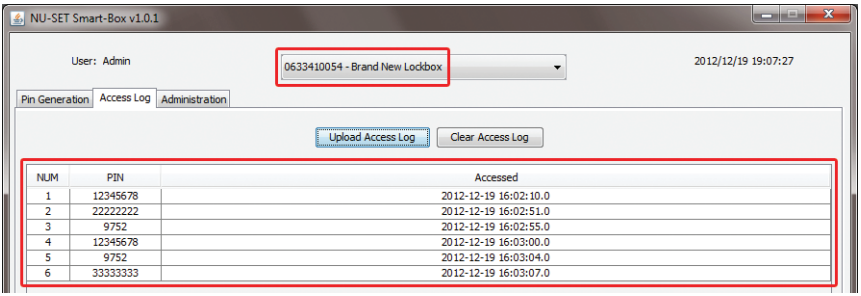
❻ On the application window, click on the "Access Log" tab, and click on the "Upload Access Log" button.



❼ When the “Open” window pops up, select the USB drive from the drop down list, click on the file named “logfile”, and click “open”.

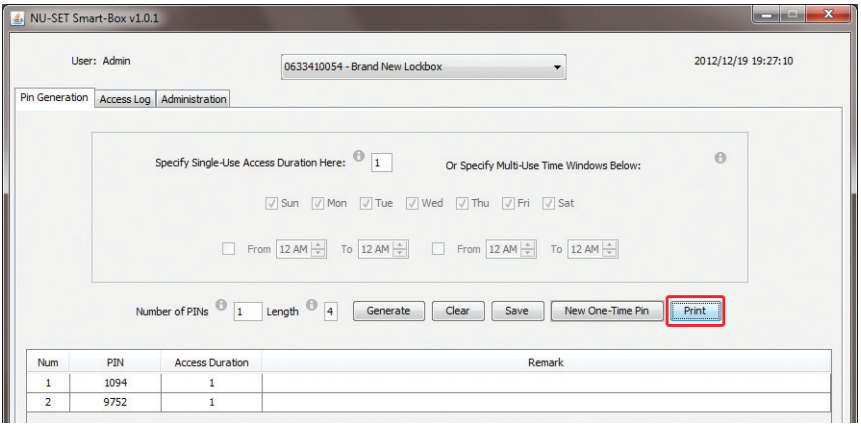


❽ The serial number of the Smart-Box (which the logfile originates from) will be displayed at the top drop-down list, and the access log is displayed on the main screen.



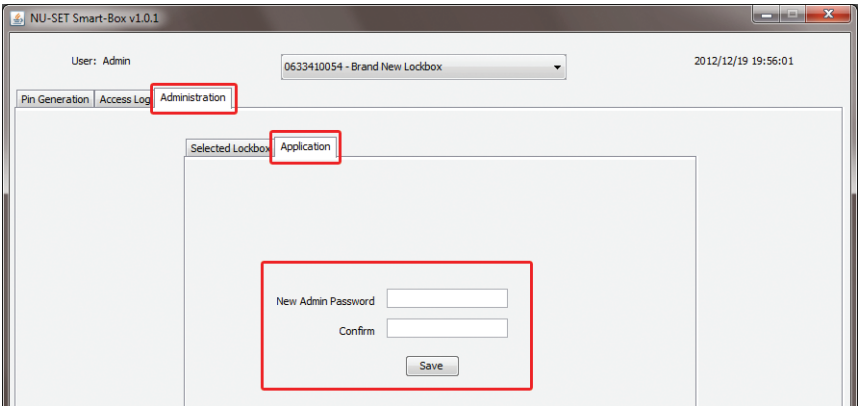
■ Printing PIN

Click on the [Print] button on the Pin Generation tab to print generated PINs.

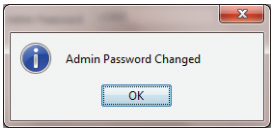


■ Setting Up Administration Password

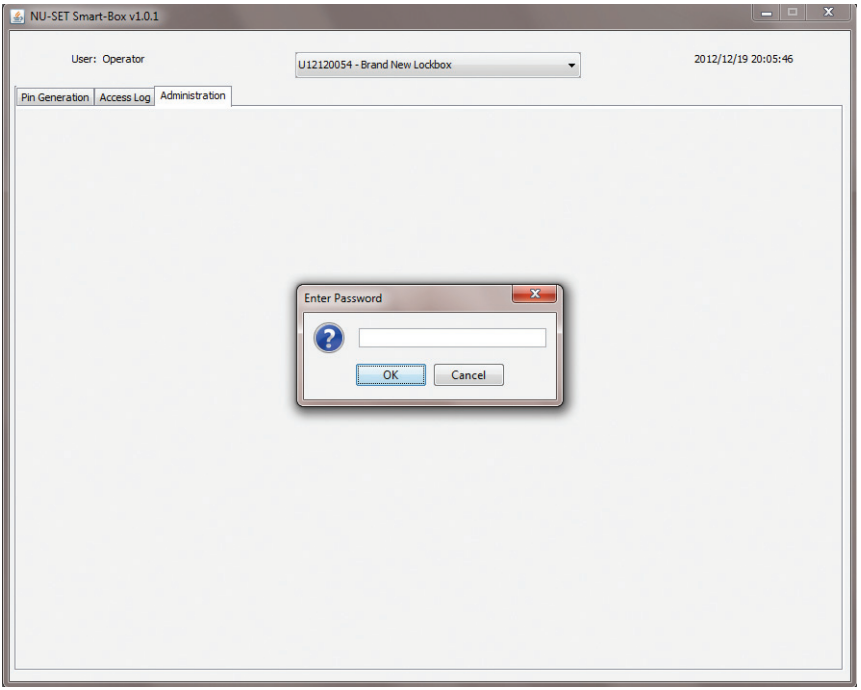
❶ Click on the “Administration” tab, click on “Application”, and enter a password in the “New Admin Password” field. Enter the same password in the “Confirm” field and hit [Save].



❷ Click [OK] on the confirmation screen and restart the application.

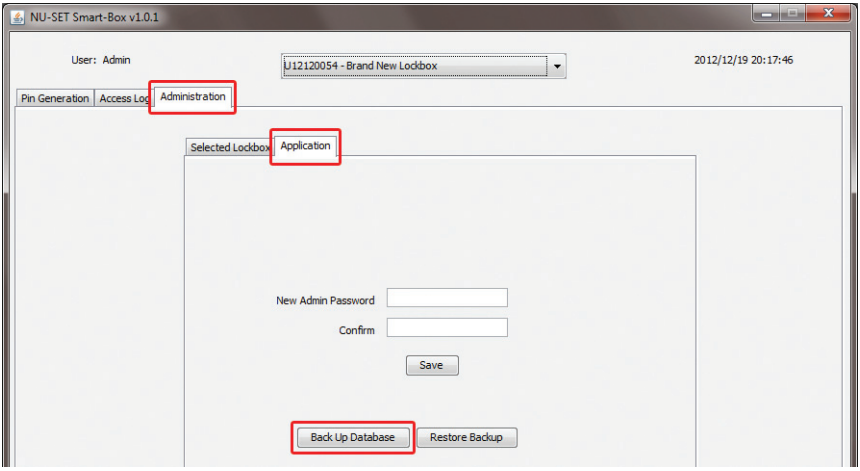


❸ The “Administration” tab cannot be viewed until the correct password is entered.

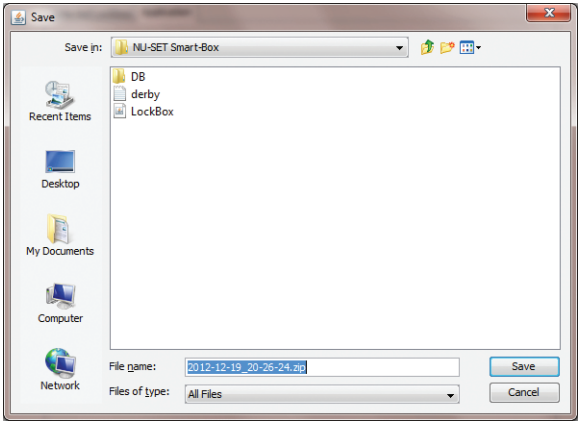


■ Backing Up & Restoring Database

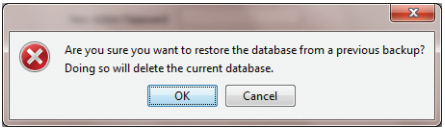
❶ Click on the “Administration” tab, click on “Application”, and click on the [Back Up Database] button. This feature backs up all serial numbers registered onto the application, as well as all corresponding PINs and access log information.



❷ Click [Save] to save the zip file onto the “NU-SET Smart-Box” folder.



❸ To restore database, click on [Restore Backup] under the “Administration”>”Applicaton” tab, and click [OK] when the below warning message pops up. Select the backup zip file in the “NU-SET Smart-Box” folder and click [Open].



Terms & Warranty Information

IMPORTANT: Please read this Terms & Warranty Information carefully. By using the Smart-Box or the Smart-Box application, you are agreeing to be bound by the following terms:

License
The Smart-Box design and the Smart-Box application are licensed, not sold, to you by NU-SET. NU-SET retain ownership of the design and software and reserve all rights not expressly granted to you. Subject to your compliance with these terms, NU-SET grants you a limited, non-exclusive, non-transferable license, without the right to sublicense, to download and install a copy of the Smart-Box application onto any authorized device you own and control. You may not and you agree not to, or to enable others to, copy, decompile, reverse engineer, disassemble, attempt to derive the source code of, decrypt, modify, or create derivative works of the Smart-Box design and the Smart-Box application, or any part thereof.

Patent Notice
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1-Year limited warranty
Subject to the terms and conditions of this warranty, NU-SET extends a one-year limited warranty to the original consumer user ("Original User") of our NU-SET brand product ("Product") against defects in material and workmanship from the date of shipment.

What NU-SET will do: Upon return of the defective Product to NU-SET, NU-SET's sole obligation, at its option, is to either repair or replace the Product. In case of replacement, NU-SET may replace the Product with another model that is similar in value and appearance at its option.

Original User: This warranty only applies to the Original User of Products. This warranty is not transferable. Proof of purchase is required for warranty claims.

What is not covered: The following costs, expenses and damages are not covered by the provisions of this limited Warranty: (i) labor costs including, but not limited to, such costs as the removal and reinstallation of Product; (ii) shipping and freight expenses required to return Product to NU-SET; and (iii) any other incidental, consequential, indirect, special and/or punitive damages, whether based on contract, warranty, tort (including, but not limited to, strict liability or negligence), patent infringement, or otherwise, even if advised of the possibility of such damages.

The provisions of this warranty do not apply to Products: (i) used for purposes for which they are not designed or intended; (ii) which have been subjected to alteration, abuse, misuse, negligence or accident; (iii) which have been improperly stored, installed, maintained or operated; (iv) which have been used in violation of written instructions provided by NU-SET; (v) which have been subjected to improper temperature, humidity or other environmental conditions; or (vi) which, based on Nuset's examination, do not disclose to Nuset's satisfaction non-conformance to the warranty. Additionally, this warranty DOES NOT COVER scratches, abrasions, or deterioration due to the use of paints, solvents or other chemicals.

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